



FORM B1
STATEMENT OF CORRECT EXECUTION OF ELECTRICAL SYSTEM AND SET-UP

Contacts at BolognaFiere: UFFICIO SAFETY BOLOGNAFIERE spa – tel. +39 051282265 - forms@bolognafiere.it

This Form must be sent before the opening date of the exhibition :

Exhibiting Company Name _____
Complete address _____ City _____ Prov. _____
Postal Code _____ Country _____ Telephone _____ Fax _____
Email _____ VAT number _____ Taxpayer code _____
Contact person _____ Cell _____ Email _____
Hall _____ Aisle _____ Stand _____

IMPORTANT: For safety reasons, electrical systems at BolognaFiere must always be considered LIVE, even in case of temporary power failure.

For purposes of safety and accident prevention, the Exhibitor hereby declares that:

Electrical Systems (Note: disregard of these rules may result in the penalties referred to in Art. 15 of Italian Ministerial Decree 37/2008)

- 1) The electrical system and components to be installed in its stand will be designed and built in conformity to current IEC-CENELEC-CEI standards and in compliance with the provisions of Italian Ministerial Decree no. 37 of 22 January 2008 and any additional provisions thereto.
- 2) The electrical system will be built by a company registered with an Italian Chamber of Commerce and authorized to install civil and industrial electrical systems (if the electrical system will be built and installed by a foreign company, payment for the "Verification of compliance of electrical system") has to be done directly on our website www.befair.eu
- 3) At the time of request for electrical connection, it will deliver a copy of the form **B2** "STATEMENT OF CONFORMITY OF ELECTRICAL SYSTEM" filled in by the system installer. If the electrical system is built by a foreign company, the Exhibitor must request - "Verification of compliance of electrical system" - a verification of system compliance by a technician appointed by BolognaFiere (at the Exhibitor's expense) to be ordered on our website www.befair.eu.

N.B. Before requesting the electrical connection to the stand it is compulsory the sending/delivery of Form B2 "Statement of conformity of electrical system" together with the relevant obligatory attachments as provided by law, to the under indicated address or the payment of the "Verification of compliance of electrical system" if made by non Italian company.

Set-ups

- 1) The materials to be used will be correctly installed and/or painted with fire-proof paints in conformity to approval documents and/or to required reaction to fire certifications (Art. 10 of Italian Ministerial Decree 26 June 1984 and Italian Ministerial Decree D.M. 15/03/2005 and subsequent modifications and supplements).
- 2) The average fire load per m² at the stand, considering both set-up material and displayed material, will not exceed 50 kg of "equivalent wood" according to the calculation criteria contained in the Italian Ministerial Decree D.M. 09/03/2007.
- 3) The Form **B4** "STATEMENT OF CORRECT INSTALLATION OF SET-UP MATERIALS," based on the form approved with Ministerial Decree D.M. of 7 August 2012, will be submitted to BolognaFiere.
- 4) BolognaFiere will install a sufficient number of fire extinguishers at stands based on stand surface area.
The Exhibitor may not remove such extinguishers, and shall keep them compulsorily at the stand, well visible and ready to use.
The Exhibitor may call the Safety Office (**Ph. +39 051 28.2265**) for all information on the use of extinguishers.

The Exhibitor exempts BolognaFiere S.p.a., the Organiser, and third parties involved in the exhibition in any way from any and all liability and formally waives recourse and/or claims against BolognaFiere S.p.A., the Organiser, and such third parties for any damage that may be caused to persons and to third-party property, with specific reference to the *Electrical system* and *Set-ups*.

The Exhibitor hereby declares that it has read the "Characteristics of materials to be used for setting up stands" (see below).

Date _____

EXHIBITOR
(Signature and seal of legal representative)

CHARACTERISTICS OF MATERIALS TO BE USED FOR SETTING UP STANDS

In order to guarantee the greatest possible safety in the Exhibition Centre, Exhibitors must comply with, and have their stand fitters comply with, the current fire prevention laws. Therefore, all materials used for stands must satisfy the following requirements:

- Walls, floors, structures, and coverings: European reaction to fire classification pursuant to Italian Ministerial Decree of 15 March 2005 for fireproof materials (ex-class 1 or ex-class 2)

- Curtains and ceilings: European reaction to fire classification pursuant to Italian Ministerial Decree of 15 March 2005 for ex-class 1 materials.

The use of plastic materials is prohibited, including in panels, foam sheets (such as foam polystyrene), unless they comply with the European reaction to fire classification pursuant to Italian Ministerial Decree of 15 March 2005 for ex-class 1; small amounts of plastic may be used for decoration.

The use of non-fireproof synthetic fabrics, as well as varnish, paint, glue not in ex-class 1 or ex-class 2 (as per European classification pursuant to Italian Ministerial Decree of 15 March 2005), reed mats, cloth mats, lattices, blinds made of thin wooden slats or similar material, is also prohibited.

The following documents must be submitted, depending on the materials used:

• Fireproof material

If fireproof material is used (as per European reaction to fire classification according to tables 1-2 and 3 of Italian Ministerial Decree of 15 March 2005), the Exhibitor must submit a written statement attesting to the use of the specified material for setting up the stand and keep the documents on the stand.

• Ex-class 1 and/or ex-class 2 material

If ex-class 1 and/or ex-class 2 material is used (as per European reaction to fire classification - tables 1-2 and 3 of Italian Ministerial Decree of 15 March 2005), the Exhibitor must submit:

- **the certificate of approval and relative test report** on the material, issued by the Interior Ministry - General Directorate of Civil Protection - Centre for Fire Prevention Research (Rome-Capannelle) or by legally authorised Bodies and Laboratories.

or

- **ad hoc certification** (Art. 10 of Italian Ministerial Decree of 26.06.84, Italian Ministerial Decree of 15.03.05 and subsequent modifications and supplements) issued by authorised laboratories.

• Originally fireproof material

If originally fireproof material is used (as per European reaction to fire classification according to tables 1-2 and 3 of Italian Ministerial Decree of 15 March 2005), the Exhibitor must submit:

- **the certificate of approval** from the test report on the material, issued by the Interior Ministry - General Directorate of Civil Protection - Centre for Fire Prevention Research (Roma-Capannelle) or by legally authorised Bodies and Laboratories. Approved materials must have a mark of conformity to the approved prototype. If such mark cannot be placed on the material, the producer must certify the conformity data with a specific certificate.

Each seller, under its own civil and criminal liability, must declare that the material sold is accompanied by the declaration of conformity and specify the approval data.

• Fireproofed material

If fireproofed material is used (as per European reaction to fire classification according to tables 1-2 and 3 of Italian Ministerial Decree of 15 March 2005), the Exhibitor must submit the Fireproofing Certificate written by the person who physically carried out the fireproofing process.

The certificate must include:

a) the Exhibitor's company name, Hall number and stand number;

b) a list of materials subjected to the fireproofing process;

c) the date of the fireproofing process (within 6 months of the opening of the exhibition);

d) the processed surface;

e) the main features of the product used: certificate of approval of substances applied, issued by the Interior Ministry or ad hoc certification (Art. 10 of Italian Ministerial Decree of 26.06.84 and Italian Ministerial Decree of 15.03.05 and subsequent modifications and supplements);

f) guarantee of processing to industry standards, written and signed by the person who physically carried out the fireproofing process, and consequent commitment to exempt Fiere Internazionali di Bologna S.p.a. and third parties involved in the Exhibition in any way from all liability, with waiver of recourse and/or claims against BolognaFiere and such third parties for any damage that may be caused to persons and to third-party property and commitment to reimburse any damage suffered directly by BolognaFiere.

All products to be used for fireproofing must be approved by the Interior Ministry - Centre for Research (Rome-Capannelle) or by legally authorised bodies and laboratories.

ATTENTION

It must be remembered that the fireproofing process on fabrics (if performed to industry standards) will maintain the protective characteristics specified by the product manufacturer for a maximum of 6 months provided:

- the treated fabric is stored in a dry place after disassembly;
- during the previous 6 months, the fabric was not washed or ironed and not beaten with a carpet beater, carpet cleaner, etc. Originally fireproof fabrics are readily available on the market.

Originally fireproof fabrics must have passed fire reaction tests pursuant to the rules referred to in Interior Ministry Letter no. 12 of 17/05/80, Ministerial Decree of 26/06/84, Italian Ministerial Decree 15/03/2005 and subsequent modifications and supplements.

BolognaFiere, in its final judgement and by means of a specific Body or its Officers, may take samples of products used for fireproofing process and of materials used to set up stands.

Disregard of these rules and of the rules contained in the Exhibition Regulations will give Fiere Internazionali di Bologna S.p.A. the right to take precautionary measures against companies with irregular fire prevention status, which may result (if supplemental safety measures are adopted) in the charging of costs therefor (preventively calculated at not less than Euro 300.00/stand) or in an order to partially or totally remove the stand and a declaration that such stand is not fit for use.

THE DISREGARD OF SAFETY RULES MAY RESULT IN A REPORT TO JUDICIAL AUTHORITIES.

Exhibitors are required to keep the fire extinguishers supplied by BolognaFiere in a visible and readily accessible location in their stand.